

CLINTON/JACKSON ECI BOARD MEETING

October 22, 2012

DeWitt, Iowa

Board Members Present: Jack Willey, Lori Frick, Dr. Jessica Ihns, Pastor Lynn Thiede, Daniel Srp, Lynn Bell, Karen Breitbach and Jenny Kreiter, Coordinator.

Board Members Excused: Pat Hendrickson, Linda Hledik, Brian Bopes, Jill Davisson, Brenda Kunau

Guests: Mary Jo Huddleston - Community Action of Eastern Iowa/CCR&R, Child Care Consultant/QRS, Sheila Busch – LSI, NPP & Parent Ed..

Quorum having been established, Jack Willey called the meeting to order at 4:05PM.

Introductions: The Board Members and the guests introduced themselves.

Review of 9-24-12 Board Meeting Minutes: The Board Members reviewed the minutes as presented. Mr. Dan Srp moved to accept the 9-24-12 Board Meeting Minutes as printed. Mrs. Karen Breitbach seconded. Mr. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Financial Report - FY13 budget: Jenny presented the Board Members with our FY13 financial report. Jenny has added % of funds expended as requested by the Board last month. The Coordinator's activity report is submitted as part of the financial review. Dr. Jessica Ihns moved to accept the FY13 financial report as printed. Pastor Lynn Thiede seconded. Mr. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried a copy is attached to these minutes.

Preschool Scholarship funding: Jenny presented the Board Members with a spreadsheet containing program data for 2011/2012 and 2013 and financial data for FY13. Our ECI budget for preschool scholarships was submitted at \$60,000, we currently have 132 children 3, 4 and 5 years old on scholarship and 2 children on the waiting list for a scholarship. The total estimated year expense for 132 preschool scholarships is \$115,366.89, which is \$55,366.89 more than was in the original budget. Jenny reported that the preschools have been outstanding in notifying the Board of scholarships that have become available for a variety of reasons in order to move children off the waiting list. Preschool scholarships for children who live at or below 200% poverty has been an identified priority of the ECI Board since 2008. Mrs. Lori Frick moved to instruct Jenny to submit a proposed budget amendment to the full Board at the November meeting to increase funding to the Preschool Scholarship line item. Mrs. Lynn Bell seconded. Mr. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Child Care Consultant/QRS Contract: The Board Members reviewed the budget amendment request from CCR&R regarding the Child Care Consultant/QRS Contract. The Contractor is requesting to reduce the amount of the contract from \$109,755 to \$96,368, attached is a narrative budget justification. Jenny acknowledged Ms. Mary Jo Huddleston at the meeting and informed the Board Members that she could answer any questions about this proposed budget change and justification. The Board Members then reviewed a request form the Child Care Nurse Consultant and the Child Care Consultant to provide items that are deemed an urgent need regarding safety for children, 0-5, in centers and in home child care settings. Mr. Jack Willey and Mrs. Lori Frick reviewed the request at the Executive Committee Meeting today and would like to set limits on the urgent need funding and purchases. Mr. Dan Srp provided information about talking to vendors who we purchase safety items from to donate smaller items which meet the needs of this contract. It was the consensus of the Board Members and Ms. Mary Jo Huddleston that a meeting with Jenny next week would be

appropriate to address contract language changes and setting limits on funding the urgent needs request. Ms. Huddleston thanked the Board Members for providing direction and limitations on this contract. Jenny will present this information at the November Board Meeting. The Board Members decided to take no action on this item at this meeting. Copies are attached to these minutes.

Levels of Excellence Review: Jenny presented the Clinton/Jackson Policy and Procedure Manual to the Board Members. The manual was reviewed by the Executive Committee on 2/6/12 however for the purpose of the LOE Review the full Board reviewed and manual.

Jenny presented the Community Plan for review. A rich conversation was held by the Board Members on their final analysis of the 2012 Community Plan. The Board Members reviewed data collected over the past year and compared them to the indicators. The Board Members directed Jenny to make these additions/corrections/deletions/confirmations to the plan:

1. Correction page 6, 1. Population data – Mrs. Karen Breitbach and Mr. Jack Willey noted a printing error.
2. Confirm accuracy of data on page 7, 4. School District enrollment data – Mrs. Lynn Bell and Mr. Dan Srp discussed accuracy of two graduation rate and drop out rate numbers. Directed Jenny to review the data information.
3. Addition of information on page 7, 4. Private Schools in Clinton and Jackson Counties – Consensus of the Board Members to add graduation rate and drop out rate data for two of the Private Schools in Clinton and Jackson Counties.
4. Addition of information on “Adopted Indicators Chart” – Child Care Center Spaces Available – Mrs. Lori Frick, Ms. Mary Jo Huddleston lead a conversation about adding information about space need.
5. Addition of information on “Adopted Indicators Chart” – Registered Child Care Homes Spaces Available - Mrs. Lori Frick, Ms. Mary Jo Huddleston lead a conversation about adding information about space need.
6. Addition of information on “Adopted Indicators Chart” – Incidence of child abuse in Clinton and Jackson Counties – Mrs. Lynn Bell, Mrs. Lori Frick, Mr. Dan Srp, Dr. Jessica Ihns discussed the need to look at duplicate and unique founded and confirmed data in this section.

Mr. Dan Srp moved to accept, with the above changes, the 2012 Clinton/Jackson Community Plan. Mrs. Karen Breitbach seconded. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

The Board Members discussed preparing for the upcoming LOE Review with the State ECI Technical Team staff. Jenny reported that she had recently met with Sally O'Reilly and provided information about her and the Board's experience with this process in Des Moines and Louisa Counties.

ECI funded program quarterly report data review: Jenny presented the 1st Quarter Program Report which is part of the Board's Professional Development Plan for FY13. This report provides the Board Members with to date required performance measure data. Jenny asked the members to take time to review the document and we will discuss this data at our November Board Meeting.

New Business: Jenny notified the Board that Brian Bopes has taken a new position and has nominated David Hinds to serve on our Board. This will be formally brought to the Executive Committee and the Board in November. There being no further business Mr. Jack Willey called for a vote to adjourn the meeting at 5:04pm. All those present voted in favor of the motion. Motion carried.

Respectfully submitted by:
Jenny Kreiter, Coordinator